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SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS  
 EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)  
 SEPTEMBER 11, 2014  
**MINUTES**

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**THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE. A RECORDING OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.**

The Executive/Administration Committee (EAC) held its September 11, 2014 meeting at the SCAG Offices, in Los Angeles, California. The meeting was called to order by Hon. Carl Morehouse, President, San Buenaventura, District 47, at 9:00 a.m. There was a quorum.

**Members Present**

Hon. Carl Morehouse, President	District 47
Hon. Cheryl Viegas-Walker, El Centro, 1 <sup>st</sup> Vice-President	District 1
 Hon. Greg Pettis, Cathedral City, Imm. Past President	 District 2
Hon. Margaret Finlay, Duarte	District 35
Mr. Randall Lewis, Ex-Officio	Lewis Group of Companies
 Hon. Larry McCallon, Highland	 District 7
Hon. Barbara Messina, Alhambra	District 34
Hon. Carmen Ramirez, Oxnard	District 45
Hon. Deborah Robertson, Rialto	District 8
Hon. Julio Rodriguez, Perris	District 69

**Members Not Present**

Hon. Michele Martinez, Santa Ana, 2 <sup>nd</sup> Vice-President	District 16
Hon. Lisa Bartlett, Dana Point	TCA
Hon. Glen Becerra, Simi Valley,	District 46
 Hon. Bill Jahn, Big Bear Lake	 District 11
Hon. Andrew Masiel, Sr.	Pechanga Band of Luiseno Indians
Hon. Tom LaBonge, Los Angeles	District 51
Hon. Pam O'Connor, Santa Monica	District 41
 Hon. Alan Wapner, Ontario	 SANBAG

## **CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Hon. Carl Morehouse, President, called the meeting to order at 9:00 a.m., and asked all to join him in the Pledge of Allegiance.

## **PUBLIC COMMENT PERIOD**

There were no public comments.

## **REVIEW AND PRIORITIZE AGENDA ITEMS**

Staff requested that Item No. 8. “Transportation Conformity Determination for Amendment No. 2 to 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (2012 RTP/SCS) and 2015 Federal Transportation Improvement Program (FTIP)” be heard after Item No. 1 of the agenda.

## **EXECUTIVE DIRECTOR’S REPORT**

Hasan Ikhata, Executive Director, provided highlights of the “Fifty Years Into the War on Poverty” Summit recently hosted by SCAG and the Southern California Leadership Council on August 20, 2014. He noted that the event, with over 400 attendees, identified a number of potential solutions required to move people out of poverty. Mr. Ikhata invited comments from the various board members that were in attendance. He noted that the event was a great success and thanked the many individuals who participated in the summit. Mr. Ikhata and the leadership look forward to working together on this important issue.

Mr. Ikhata announced that the California Transportation Commission adopted the Active Transportation Program and awarded the SCAG region 68 projects totaling \$115.2 million, as part of the Statewide and Small Urban and Rural Component. In addition, Mr. Ikhata commented on the various other grant awards recently awarded to SCAG; one (1) for a region-wide Safety and Encouragement Campaign and the other for a Regional ATP Program.

Mr. Ikhata noted that Caltrans announced that the application period for the Caltrans Sustainability Planning Grants program is open and will be accepting applications between September 2, and October 31, 2014. SCAG will host a workshop at its Downtown Los Angeles offices on September 23, 2014, from 10:00 a.m. to noon, and it will also be broadcast to SCAG’s regional offices.

Additional highlights can be found in the Executive Director’s Report previously distributed.

## **PRESIDENT’S REPORT**

Hon. Carl Morehouse, Chair, noted that the EAC will consider approval on behalf of the Regional Council (RC) on its Action Items in the event a quorum is not established at the RC meeting today. Mr. Morehouse also stated that because of this, the EAC will not be adjourning its meeting this morning, but instead recess until the start of the RC meeting today.

## **ACTION/DISCUSSION ITEMS**

### **1. 2014 Quadrennial Federal Certification of SCAG**

Hasan Ikhata, Executive Director, reported that SCAG recently concluded a seven-month-long review of its metropolitan transportation planning process by the U.S. Department of Transportation (USDOT). The USDOT issued a final certification report in August, 2014. The final report was included in the agenda packet.

Mr. Ikhata extended his appreciation to staff, board members and agency partners for their assistance and cooperation toward this effort, and a special thank you to Mr. Michael Morris, Transportation Planner, the Federal Highway Administration (FHWA), who was the lead staff person for FHWA on this project.

Hon. Cheryl Viegas-Walker requested the EAC refer the few findings and recommendations as noted in the report by USDOT, especially with regard to consultant selection and procurement, to the Audit Committee for review at its next scheduled meeting. There was no objection by the other EAC members and it was so directed to staff.

No Action was taken; discussion item only. There were no additional discussions or comments made on this item.

### **8. Transportation Conformity Determination for Amendment No. 2 to the 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and the 2015 Federal Transportation Improvement Program (FTIP)**

Hasan Ikhata, Executive Director, requested the EAC to recommend that the Regional Council approve the transportation conformity determination for Amendment No. 2 to the 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (2012 RTP/SCS) and the 2015 Federal Transportation Improvement Program (FTIP); and direct staff to submit it to the Federal Highway Administration and Federal Transit Administration (FHWA/FTA) for approval.

A MOTION was made (McCallon) and SECONDED (Viegas-Walker) to approve staff's recommendation. The motion was passed by the following vote:

AYES: Morehouse, Pettis, Finlay, McCallon, Messina, Ramirez, Robertson, Rodriguez, and Viegas-Walker

NOES: None

ABSTAIN: None

### **2. Addendum No. 2 to the 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) Program Environmental Impact Report (PEIR)**

Huasha Liu, Director, Land Use and Environmental Planning, provided a brief overview and requested the EAC to recommend that the Regional Council adopt Resolution No. 14-562-1 to approve the Addendum No. 2 to the 2012-2035 RTP/SCS Program Environmental Impact Report (PEIR).

There were no additional discussions or comments made on this item.

A MOTION was made (McCallon) and SECONDED (Viegas-Walker) to approve staff's recommendation. The motion was passed by the following vote:

AYES: Morehouse, Pettis, Finlay, McCallon, Messina, Ramirez, Robertson,  
Rodriguez, and Viegas-Walker  
NOES: None  
ABSTAIN: None

3. Amendment No. 2 to the 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) and the 2015 Federal Transportation Improvement Program (FTIP)

Rich Macias, Director, Transportation Planning, provided a brief overview and requested the EAC to recommend that the Regional Council: 1) Adopt Resolution No. 14-562-2 approving Amendment No. 2 to the 2012-2035 RTP/SCS; and 2) adopt Resolution No. 14-562-3 approving the 2015 FTIP.

There were no additional discussions or comments made on this item.

A MOTION was made (Finlay) and SECONDED (Robertson) to approve staff's recommendation. The motion was passed by the following vote:

AYES: Morehouse, Pettis, Finlay, McCallon, Messina, Ramirez, Robertson,  
Rodriguez, and Viegas-Walker  
NOES: None  
ABSTAIN: None

4. Amendment 1 of the Fiscal Year (FY) 2014-15 Overall Work Program (OWP)

Basil Panas, CFO, requested the EAC to recommend that the Regional Council adopt Resolution No. 14-562-4, approving Amendment 1 to the FY 2014-15 OWP and authorize the Executive Director, or his designee, to submit the necessary administrative documentation to the California Department of Transportation (Caltrans).

There were no additional discussions or comments made on this item.

A MOTION was made (Robertson) and SECONDED (Viegas-Walker) to approve staff's recommendation. The motion was passed by the following vote:

AYES: Morehouse, Pettis, Finlay, McCallon, Messina, Ramirez, Robertson,  
Rodriguez, and Viegas-Walker  
NOES: None  
ABSTAIN: None

5. Public Transportation Representative on the SCAG Regional Council

Hasan Ikhata, Executive Director, requested the EAC to recommend that the Regional Council adopt Resolution No. 14-562-5 approving the addition of a Public Transportation Representative on the SCAG Regional Council.

Several board members expressed concerns related to the initial appointment coming from the largest transit operator in the SCAG region, the Los Angeles County Metropolitan Transportation Authority. Other issues expressed related to the normal Bylaw amendment process as well as revisiting the County Transportation Commissions (CTCs) recommendations and processes in two (2) years.

Hasan Ikhata responded that federal law takes precedence and that SCAG must meet those requirements first. Mr. Ikhata noted that he would address the board members concerns with the executives of the six (6) CTCs.

A MOTION was made (Viegas-Walker ) and SECONDED (McCallon) to approve staff's recommendation. The motion was passed by the following vote:

AYES: Morehouse, Finlay, McCallon, Messina, Ramirez, and Viegas-Walker  
NOES: Pettis, Rodriguez and Robertson  
ABSTAIN: None

6. SCAG's Title VI Program Update and Limited English Proficiency (LEP) Plan

Joann Africa, Chief Counsel, provided a brief overview of the key components of the LEP plan and requested the EAC to recommend that the Regional Council adopt Resolution No. 14-562-6, approving SCAG's 2014 Title VI Program and LEP Plan.

Staff responded to the comments expressed by the councilmembers, including establishing a Human Resources component to test the fluency of staff members and or translators. In addition, staff provided information on the budget aspect of implementing the LEP Plan and providing more language assistance services to the public.

A MOTION was made (McCallon) and SECONDED (Pettis) to approve staff's recommendation. The motion was passed by the following vote:

AYES: Morehouse, Pettis, Finlay, McCallon, Messina, Ramirez, Robertson,  
Rodriguez, and Viegas-Walker  
NOES: None  
ABSTAIN: None

7. Resolution No. 14-562-7 for the Federal Highway Administration (FHWA) First Mile/Last Mile Greenhouse Gas Demonstration Analysis

Basil Panas, CFO, requested the EAC to recommend that the Regional Council approve Resolution No. 14-562-7, authorizing SCAG to accept, if awarded, FHWA funds to support the First Mile/Last Mile Greenhouse Gas Demonstration Analysis.

A MOTION was made (McCallon) and SECONDED (Viegas-Walker) to approve staff's recommendation. The motion was passed by the following vote:

AYES: Morehouse, Pettis, Finlay, McCallon, Messina, Ramirez, Robertson,  
Rodriguez, and Viegas-Walker  
NOES: None  
ABSTAIN: None

## **CONSENT CALENDAR**

### **Approval Items**

9. Minutes of the August 7, 2014 Meeting
10. Contracts \$200,000 or Greater: Contract No. 14-020-C1, 48 Month Lease of Production Copier/Printer Equipment and Print Management Software
11. Contracts \$200,000 or Greater: Contract No. 15-010-C1, Microsoft Enterprise Software License Agreement

This item was pulled for discussion. Hon. Cheryl Viegas-Walker inquired into the Microsoft Software expiration recommendations and requested staff to add the Microsoft Enterprise Software License Agreement board report and recommendations to the Audit Committee agenda for review.

Staff responded to questions and comments expressed by the members.

A MOTION was made (Viegas-Walker) and SECONDED (Finlay) to approve the Consent Calendar, Item 11. The motion was passed by the following vote:

AYES: Morehouse, Pettis, Finlay, McCallon, Messina, Ramirez, Robertson,  
Rodriguez, and Viegas-Walker  
NOES: None  
ABSTAIN: None

12. Proposition 1 - Water Quality, Supply and Infrastructure Improvement Act of 2014 - Support
13. SB 498 (Lara): Solid Waste: Biomass Conversion - Support
14. SCAG Memberships and Sponsorship

### **Receive & File**

15. SCAG Sustainability Planning Grants Program – Monthly Update

16. Funding Awarded to SCAG for the Southern California Active Transportation Safety and Encouragement Campaign
17. Annual “Walk To School Day” and the Success of Riverside County’s Safe Routes to School Program
18. 2014 Active Transportation Program (ATP) Statewide Competition Funding Awards
19. Purchase Orders \$5,000 but less than \$200,000; Contracts \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000
20. Cap-and-Trade Funding Update: Allocation Guideline Development and Schedule
21. September 2014 State and Federal Legislative Update

A MOTION was made (Finlay) and SECONDED (Viegas-Walker) to approve the Consent Calendar, Items 9, 10, and 12-21. The motion was passed by the following vote:

AYES: Morehouse, Pettis, Finlay, McCallon, Messina, Ramirez, Robertson, Rodriguez, and Viegas-Walker  
NOES: None  
ABSTAIN: None

### **CFO MONTHLY FINANCIAL REPORT**

Basil Panas, CFO, provided highlights of the CFO Monthly Financial Report.

### **FUTURE AGENDA ITEM**

There were no future agenda items requested.

### **ANNOUNCEMENTS**

Hon. Carl Morehouse, Chair, repeated his earlier announcement that the EAC will not adjourn its meeting today because it may have to consider approval on behalf of the Regional Council (RC) of the items on the EAC agenda in the event a quorum is not established at the RC meeting today.

### **RECESS/ADJOURNMENT**

*The EAC recessed its meeting at 10:00 to the start of the Regional Council meeting.*

*At 12:15 pm, the EAC reconvened its meeting. Hon. Carl Morehouse, Chair, inquired if there was a quorum of the Regional Council. SCAG staff confirmed that there was a quorum of the Regional Council. Thereafter, Chair Morehouse announced that the EAC would adjourn its meeting and there was no objection by the other EAC members. The next regular meeting of the Executive/Administration Committee will be held on Thursday, October 2, 2014 at the SCAG Los Angeles office.*



Lillian Harris-Neal, CMC  
Clerk of the Board

# EXECUTIVE/ADMINISTRATION COMMITTEE ATTENDANCE REPORT

Member (including Ex-Officio) LastName, FirstName	Representing	X = County Represented											
		IC	LA	OC	RC	SB	VC	AUG	SEPT	OCT	NOV	DEC	JAN
Morehouse, Carl, 1st VP	San Buenaventura						X	X	X				
Walker-Viegas, Cheryl, 2nd VP	El Centro	X						X	X				
Martinez, Michele	Santa Ana			X				X					
Pettis, Gregory, Chair	Cathedral City				X			X	X				
Bartlett, Lisa	Dana Point			X									
Becerra, Glen, Imm. Past President	Simi Valley						X						
Finlay, Margaret	Duarte		X						X				
Jahn, Bill	Big Bear Lake					X		X					
LaBonge, Tom	Los Angeles		X										
Lewis, Randall, Ex Officio	Lewis Op. Corp.								X				
Masiel, Andrew, Sr.	Pechanga Band of Luiseno Indians				X			X					
McCallon, Larry	Highland					X		X	X				
Messina, Barbara	Los Angeles		X					X	X				
O'Connor, Pam	Santa Monica		X										
Ramirez, Carmen	Ventura						X	X	X				
Robertson, Deborah	San Bernardino County					X			X				
Rodriguez, Julio	Riverside				X			X	X				
Wapner, Alan	Ontario					X		X					
	<b>Totals</b>	<b>1</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>3</b>						